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TOM LYTHGOE

**PROCEEDING OF THE BOARD OF COMMISSIONERS
COUNTY OF JEFFERSON, STATE OF MONTANA
February 27, 2007**

Present: Commissioners Lythgoe, Notbohm and Weber; Harold Stepper, County Planner; Sam Little, Weed Coordinator; Kellie Doherty, Personnel Officer; Marilyn McCauley, Shirley Vossler, Ernie Kennison, Celia Wolny, Jan Anderson, *Boulder Monitor/Jefferson County Courier*

REPORTS

Receipt of January cash report from the Treasurer.

CALENDAR REVIEW

2/28 Horizons - Boulder - 6:30
3/01 Boulder Housing public meeting - 1:00 and 6:00
Zoning Commission - 4:00

COMMISSION REPORTS

ELECTED OFFICIAL/DEPARTMENT HEAD MEETING

Commissioner Weber reported that there was an elected official/department head meeting on Thursday. All employees need to be trained for emergency planning. After the meeting, he spoke with Bonnie and Carl, and a computer lab will be set up in the annex basement so Sally can help people with the testing if needed.

SADDLE MOUNTAIN RID/RMD

Commissioner Lythgoe reported that the Commission met with Great West Engineering on the 21st regarding the Saddle Mountain, Sawmill Road RID/RMD. Bill Lloyd was given direction on how to proceed. The Commission has also received a request from Jim Hammill to form a RID/RMD on his subdivision road. The homeowners association has met regarding this, and everyone is in favor. They are going to try to bundle all of the RIDs for bonding services.

SB 339

Commissioner Lythgoe reported that the Senate committee heard SB399 on Thursday. The bill
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passed off the floor 29-20 on Monday. This morning, it passed third reading in the House 34-16. He stated that this is pretty significant for the County. Harold and Terry Murphy have worked very hard on this. He stated that it is a very arduous process to get a bill heard, much less to the floor for debate. Commissioner Lythgoe explained for those in attendance, that the Senate has adopted a bill that prohibits annexation across county lines without Commission approval. This has far-reaching implications throughout the state; this is not just a Jefferson County/City of Helena issue.

ITEMS FOR COMMISSIONERS ACTION OR REVIEW

DISCUSS AND DECIDE ON USE OF PILT FOR PAYMENT OF LEWIS AND CLARK 4-H FEES

Commissioner Weber stated that the fee agreed upon between Jefferson County and Lewis and Clark County for 4-H fair fees hasn't been billed, or paid, for the past two years. This amount also hasn't been put into the budget. Commissioner Weber moved to pay the fees out of PILT. Commissioner Lythgoe seconded. The motion carried, with Commissioners Lythgoe and Weber voting aye, and Commissioner Notbohm voting nay.

REQUEST FOR PARKLAND CASH-IN-LIEU FUNDS BY BOULDER CAROUSEL COMMITTEE

Harold Stepper, County Planner, stated that he was approached by the Vosslers to request money for the Boulder Carousel from the parkland cash-in-lieu fund. Harold noted that the cash-in-lieu fund has accumulated approximately \$7800. The Carousel Committee is hoping to put a structure over the carousel, and would like half of the cash-in-lieu fund. He noted that the Carousel Committee is not in control of the ground the carousel sits on, so they have approached the Fair Board. The Committee is also looking for other funding - grants, etc. This will be a multi-phase project, and Harold stated that this would be an excellent use of the funds, as most of the county does benefit from the fairgrounds. This is an historic carousel that should be preserved.

Commissioner Weber asked if the Fair Board has met on this yet. Marilyn McCauley stated that they haven't, as this is a fairly new issue. The Fair Board will be meeting on the 13th.

Commissioner Notbohm stated that they need to get cost estimates and a proposal first. Commissioner Lythgoe agreed that a proposal is needed, but noted that the purpose of the money is for a grant match. Shirley Vossler stated that the Committee needs to start somewhere so that they can start building funds. Commissioner Weber stated that a good place to start is with a proposal, and suggested that they get with Bonnie and come up with something to present to the Fair Board. The Committee could then go forward. He feels that this is a good fit and an excellent use of these funds. He knows that the carousel is a highlight of many children's lives. Shirley stated that they are hoping for year-round use of the carousel.

TAMMY JOHNSON - PRESENT RECOMMENDATIONS REGARDING PUBLIC RIGHTS-OF-WAY

Commissioner Weber stated that Tammy Johnson will not be at today's meeting. This item has

been moved to the March 6th agenda.

SAM LITTLE - DISCUSS PROPOSAL FOR HIRING ADDITIONAL PERSONNEL

Sam stated that during the last budget session, the Commission reduced his part-time staff in Whitehall to strictly Extension. It is getting close to his busy season, and he needs to know if he is going to have staff in Whitehall. The Fish Creek grant is going to require field work. He can do the field work, but it will take him six days a week, ten hours a day to get everything done. Sam stated that he has 1000 people a year contacting his office, and he needs more staff to adequately serve them. He also noted that there are trust fund monies available, but this no longer just requires paperwork. Sam said that he has enough in his current budget to cover the position for the remainder of the fiscal year. He also feels that a lot can be covered by grants, fees, etc., although he prefers that the base funding come from his budget. Sam stated that he hopes to have a weed department station in Whitehall. Commissioner Weber asked Sam if he could handle this in his current budget. Sam stated that he does have revenue coming in from the mill levy, chemical sales and the cost share program. Where he runs into problems is with subdivisions. Right now, 85% of his time is spent with cost-share in the summer. When there was no weed supervisor on staff, they were paying the weed board chair 40 to 60 hours a month to cover subdivisions.

Commissioner Notbohm asked for clarification of the Fish Creek grant taking six days a week, 10 hours a day. Sam stated that this would be what it would take if he had to do everything himself. Commissioner Notbohm asked if the Weed Department has had grants in the past. Sam stated that things have changed; the grant is handled differently. They want to see studies, GIS studies, maps, you need to contact the Historical Society, etc. Commissioner Notbohm asked the amount of the grant. Sam stated that the grant amount is \$101,000, with a 5% administration fee. He said that if he has to do everything, he will be working on Saturday and Sunday. Currently, he is busy on Thursday and Friday, and Saturday is free for field work. Right now, he is out on Mondays and Tuesdays, and is also doing some extension work on the north end.

Commissioner Notbohm asked Sam if he wants a new office. Sam stated that he will need something in the Whitehall area. He has a spot in mind that will cost \$200/month, and his assistant would work there, and can work on grants also.

Commissioner Lythgoe asked Sam exactly what he is asking for. Sam said that he is asking for one full-time person to be assistant weed coordinator stationed in Whitehall, who will work on grants, and also a quarter-time person to work on the Fish Creek project. This would be a three year job, and would take care of the mapping and field work. Commissioner Lythgoe questioned that Sam wanted a full-time position in Whitehall. Sam said that this person would work county-wide, but would be based in Whitehall. He also noted that he needs to provide sprayer training and certification. The Extension office has been doing this, but Sam thought Cameron only want to do the classes in Whitehall. He stated that the quarter-time position would be paid from the grant. Commissioner Lythgoe asked Sam if he feels he has enough in his budget to cover the full-time position. Sam answered that he has enough for this fiscal year. He will need to look at next year's budget and look at the revenue. Commissioner Lythgoe asked if he has developed position descriptions for both. Sam stated that he has; the full-time position is modeled after

Gallatin County, and the quarter-time position is basically field work. Both have been given to Kellie to review.

Kellie stated that she hasn't officially graded anything yet. She received three position descriptions, and she is a little confused. The first is for a full-time secretary, which she told Sam she estimated would grade out at about a nine. The second description is for an assistant, which she estimates would grade somewhere between a nine and eleven. She hasn't sent these to Salty yet, as he does this for free. She doesn't want to send him anything until she knows for sure which positions will be offered. The third position description is for a field tech. Her problem is that she can't get a call back from the grant people, to find out how much money the grant will provide and for how long. She stated that she is on the weed board agenda to discuss this. Commissioner Notbohm stated that if the position is to be fully funded by the grant, they should have some idea of the pay, position description, etc. Kellie stated that this is exactly her point; if we do it all, it's ours. She stated that they could look at contracting with someone for the position. Commissioner Weber asked if we are not on the grant. Sam stated that the grantee is the watershed council. They currently have no coordinator, so have hired a firm to handle this. He has a meeting with them tomorrow, and he will have more information after that.

Commissioner Weber stated that he is not sure how it all fits together. Commissioner Lythgoe said that he couldn't imagine that \$100,000 wouldn't fully fund a quarter-time person. He feels that it would be better to contract for this position. He is very supportive of building the weed program in Jefferson County, and he can't see how one person can keep up with everything. He is certainly amenable, but he will need more information. Kellie stated that they should have more information after the 8th. She would like to see them give Jefferson County the money, and then we contract for services. Commissioner Weber stated that after tomorrow, they will have a better description of how it all gels for the quarter-time person. This will be placed back on the agenda of March 13th, and Commissioner Weber asked Sam to get the information to the Commission in advance of that.

Commissioner Lythgoe stated that he is still confused as to the role of the Extension in weed in Whitehall; he thought that it was fixed. A discussion followed of how things are currently working. Sam stated that the Extension does applicator training/certification, but Cameron prefers to do it in Whitehall. However, 60% of the cardholders in the county live in Boulder and north. Also, Cameron doesn't want to do the training on Saturdays, which is when the majority of the people are available. They discussed where trainings might be held throughout the county. Commissioner Weber stated that he will talk to Cameron to get something set up.

FIRST READING - RESOLUTION 9-2007 ESTABLISHING FEES FOR SITE INSPECTION ON SUBDIVISIONS

Commissioner Weber asked Sam if a copy of the resolution was sent to Matt to review. Sam stated that he isn't sure. Commissioner Weber stated that before they read the resolution, he wants to discuss the fees and the idea behind them.

Harold Stepper, County Planner, outlined the amount of fees already assessed to a developer for
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a subdivision. He stated that he doesn't begrudge the weed department getting compensated for mileage, time, etc. Commissioner Weber asked where the fees go at this time. Harold stated that they go to the general fund, and hopefully come back to his department. He noted that Sam doesn't spend any more time on a subdivision than his department does.

Commissioner Notbohm asked about impact fees. Harold stated that an impact fee study would be very costly and stated that Jefferson County wouldn't generate enough in fees to cover the cost of the study. Also, there are safety issues associated with roads, but not with weeds. Commissioner Notbohm asked if there are any expenses to be recovered. Harold stated that he could agree with mileage and maybe some fee, but not what Sam is proposing.

Commissioner Lythgoe noted the fees that Harold, Megan and the Clerk and Recorder charge, and asked if they are all via statute. Harold stated that his fees are set by subdivision regulations. These have not changed since he got here, due in part to the regulations. The Planning Board wants to move these to an appendix.

Kellie stated that she checked with Matt, and he has not seen the resolution.

Commissioner Notbohm stated that he can see where Sam is coming from; a major subdivision can take years to sell out, and every time a blade hits the ground you get more weeds. Commissioner Weber stated that the hesitation he has is that they ran a weed levy which passed. His reaction, as a taxpayer, is isn't this what we voted for. That was his first reaction. Sam stated that the levy was presented as support for the cost share program and control. He stated that he came up with the figures for the fees from surrounding counties. Commissioner Weber asked if their fees are charged as part of the subdivision regulations. Sam stated that all are separate. Commissioner Weber asked Harold, from a subdivision perspective, should this be made a part of the subdivision fees or be kept separate. Harold stated that it needs to be kept separate. The Planning Board is going to have to increase fees. He likes a per lot fee versus a blanket fee. Commissioner Lythgoe stated that he has a problem with both, but one or the other he is okay with - a flat fee or a per lot fee.

Commissioner Weber stated that he has one other question. Is Sam asking the Planning Department to collect the fees and the money go to the Weed Department. Sam stated that the developer currently writes separate checks to the Road Department, Sanitarian, etc.; they would just have one for the Weed Department too. Commissioner Lythgoe stated that he feels that it would be appropriate for the schedule of fees to be in the Planning Department. Commissioner Notbohm stated that this would be a good time to look at the Planning fees too. Commissioner Lythgoe asked if these need to be pulled out of the subdivision regulations first. Harold answered that they do; the Planning Board needs to put this before the public and then pull them out. Commissioner Weber asked if they would be able to waive fees as a Weed Board, or if it would need to come before the Commission. Sam stated that this is probably a question for Matt. He would like to be able to waive fees if it benefits the public good. Commissioner Lythgoe stated that he can't imagine that if the language is in the resolution, that the Weed Board wouldn't be able to handle that.

Commissioner Weber stated that he is not comfortable with doing a first reading before Matt

looks at the resolution. They also need to have some discussion of the fee schedule. His recommendation would be not to read the resolution at this time. Commissioner Lythgoe noted that it is going to be some time before Harold develops his fees. He doesn't think that they should be linked. He wouldn't recommend dealing with other fees at this time. This item will be put on the agenda of March 13th.

Commissioner Lythgoe moved to adjourn. Commissioner Notbohm seconded. The motion carried.

MEETING ADJOURNED

ATTEST:

**BONNIE RAMEY
CLERK AND RECORDER**

KEN WEBER, CHAIR

TOMAS E. LYTHGOE, COMMISSIONER

CHUCK NOTBOHM, COMMISSIONER